

# **Minutes of the Pastoral Parish Council Open Meeting of St Cuthbert and the First Martyrs of Rome**

held on Sunday, 8<sup>th</sup> July 2018 in First Martyrs Hall.

## **1 Welcome and Opening Prayer**

Anne Balson (AB) welcomed everybody to the 11<sup>th</sup> Annual General Meeting of the Pastoral Parish Council and invited Fr Gregory to lead us in prayer.

Fr Gregory took the opportunity to thank people for the work they do in the parish. He also acknowledged the work of the members of the Pastoral Parish Council in discussing the issues brought to the Council by the Parish endeavouring to arrive at a joint consensus to the good of all.

### Human Beings and Human Relationships

At this point Fr Gregory referred to Item 6 on the agenda which was the subject of the extra-ordinary meeting of the PPC which was held on 14<sup>th</sup> February of this year, the minutes of which were displayed in both church porches and can be found on the website.

When the Bishop Marcus Stock paid a visit to the parish he was pleased with what he found and was aware of the changing demographic of the parish. This is not a new phenomenon; changes have been ongoing for 15-20 years. Fr Gregory outlined the changes involving the movement of people both in and out of the parish. 11 changes were identified at the meeting and the effects on the parish noted. The parish population is an ageing one, families with their children have moved for employment and new opportunities were amongst other factors identified. Our primary school have also noted these changes and their effect. Both parish and school have felt the lack of younger adults volunteering and this is having a noticeable effect on parish and school life. Fr Gregory was at pains to point out that there is much good will and activity amongst parishioners which is making SCFM still an active parish. At the meeting in February it was agreed that there would be more discussion at one of the PPC's regular meeting to identify a way forward in light of the changes noted.

## **2 Members Present**

23+ parishioners were registered as being present at the meeting. List available from the minute secretary.

## **3 Apologies for Absence**

Clare Bussingham, Tony Hanney, David Somerville, Mollie Somerville and Catherine Taylor.

## **4 Minutes of the Meeting of 30<sup>th</sup> July 2017**

These were accepted as a true record.

Proposed: Jennifer Clarke

Seconded: Yvonne Coppin

## **5 Election of members of the Pastoral Parish Council for 2018-19.**

Every year the PPC is re-elected for the coming year. Members stay on the council for a term of 3 years and each year a section stands down. An appeal for new members has been made via the Parish Newsletter and by individual invitation. This year there have been no new volunteers. Those due to stand down are Hermie Davy and Christine Walker; both have agreed to stand again and nomination forms which were available at the back of the churches were submitted proposed and seconded.

Philip Walsh is resigning this year having been a member since the inception of the Council and our thanks go to him for his membership and his hard work as treasurer to the Council.

## **6 Human Beings and Human Relationships**

See introduction above.

## **7 Review of the last year from Parish Groups**

### **Children's Liturgy-Christine Walker**

This takes place during 10.30 am Mass each Sunday during term time for children of primary school-age. Currently there are 6 leaders working from the Kevin Mayhew Liturgy book. Activities are designed include songs, prayer and reading based on the Gospel. A drawing activity takes place; the drawings are displayed on the board which is processed on return to Mass. Volunteers from the children take the offertory procession.

Volunteers are always welcome for which a DBS check is needed.

### **Churches Together-David Somerville by email**

Many joint church activities have taken place including a United Service at St Philip's Gillington, Study of the film "The Way" at St Martin's Haworth Road, Holy Week Prayer Breakfasts at St Cuthbert's Hall and a Palm Sunday Service on Haworth Road before the Sunday services at the 3 churches in Upper Heaton. We held a walk of witness on Good Friday and Easter Sunday saw a dawn service on Heaton Hill followed by breakfast at St Barnabas' hall.

### **Finance-Philip Walsh**

A summary of the parish accounts for 2017/2018 was tabled which also showed a comparison with 2016/2017. Last year the account showed a deficit; this year shows a surplus of £3,820. In addition the parish has money in an account run by the diocese; the parish does not control this account but the money can be accessed at short notice. It was noted that the Inn Churches Shelter Scheme did not generate any income nor was it meant to. Space was provided rent free. It was pointed out that there are funds/grants available for this initiative. The change in fortune was questioned but it is not known exactly how this has occurred-two possibilities were highlighted-increased income from Gift Aid Donations and the difficulty in reading meters due to asbestos on premises.

Thanks were expressed to Philip Walsh & Dick Stamp for the preparation of these accounts.

### **Flower Team-Yvonne Coppin**

The group would like to thank the parish for its generous donations which enables flowers to be arranged weekly in both churches and especially at Easter and Christmas. The last few weeks have been difficult with the hot weather especially at First Martyrs which gets so much sun. A big thank you was given to Ann Delaney who for many, many years arranged to flowers often on her own and who has now left the parish. Catherine Walsh ran a training session last year which was attended by a few parish members and a well-known local male celebrity! New arrangers would be most welcome to join our group; there is always support and advice available from other members. A thank you to all who supported the flower stall at the November Fayre which raised £120 to the proceeds. The cost of the mechanics of the arrangements was donated to the toilet twinning scheme. So many benefitted!

### **Hospitality-Mollie Somerville by email**

Coffee mornings and evenings keep going and get reported in the newsletter, raising money for the parish and CAFOD. Over £500 was raised for CAFOD including the sums raised at the Lenten Lunches on Fridays in Lent and first Fridays this year. As a Fairtrade parish the tea, coffee, sugar and biscuits used are all fairly traded and available to be used at other parish events.

### **Justice & Peace-David Somerville**

We meet every 4 months. We are carrying on with the 'Toilet Twinning'. Messy Church takes place Usually once a half term on a Saturday late morning. We collect for the Metropolitan Food Bank; help with CAFOD days and Leeds Diocesan J & P occasions. We decided to take part in Inn Churches in December 2017 which involved many people in and outside the parish and we plan to do something again this coming December. The Green Tip is published weekly in the parish newsletter.

### **Property-Father Gregory**

The asbestos problem has been sorted out and the next plan is to deal with other health, safety and fire safety at FM. The problem with the woods behind the church including the boundary is with the Diocese and is making very slow progress. The asbestos issue in the basement of the church and presbytery is

also under consideration with the Diocese as is the issue with two boilers, 1 in the house and the other for the church. The hall down at SC needs some attention and had been communicated clearly to the Diocese.

#### **Troops-Clare Bussingham by email**

On Sunday we are in Ilkley on an Adventure day with the Brownies and Guides!

Our guiding groups are still going strong although numbers from our school and parish are dwindling. We've currently got 30 girls involved altogether. Since Liz Firth stood down at Christmas, we are still on the lookout for another leader for our Guide Unit, which would make things much easier!

Over the year we have delivered a really varied programme which includes badge work, crafts, games, cooking (on open fires and well as in the hall kitchens), sleepovers and of course went away on our fabulous Pack Holiday which was in Bramhope. We have also tackled issues such as voting, body image and mental health with the older girls.

We have just got a couple of nights left until we break up for the summer holidays but today are on an Adventure Activity Day today at Wynches, in Ilkley, having our annual water fight night on Tuesday at Blackhills and then our end of term party in Father's back garden.

At this point the Chair said some flowers were due to have been presented to Liz Firth in recognition of her work with the youth of the parish over many years but as Liz was unable to attend this morning she would get the flowers to her later.

#### **St Cuthbert's Players-Tony Hanney by email**

As some of our members were unavailable, I came out of retirement- Sinatra style- to produce 'Oliver' this April. The script had to be adapted for our tiny stage but audiences enjoyed the result. We were glad to welcome several new children as orphans and pick-pockets and hope to see them return as lost children in 'Hansel and Gretel'-our next production for which we start rehearsing in September.

Thank you to Gregory and the parish for their continuing support.

#### **S.V.P-Philip Walsh**

The Conference at SCFM works in conjunction with 2 members from St William's which is not big enough to form a conference of their own. The nature of the case load undertaken by the SVP is changing from small-scale operation to dealing with cases of real hardship. This is presenting difficulties to the group who are finding them beyond their size and financial scope. The parish is massively generous but this does not meet the demands of the changing scene. Our primary school has a Mini Vinnies group and at St Bede's and St Joseph's Catholic College there is a group which calls itself 'The Beatitudes'. As always new members to the parish group would be most welcome!

#### **Social-Father Gregory**

A long list can be reported on, amongst others-

Quiz Night, Bingo, Scrabble Group, Year 6 Disco, Brownies & Guides, Street Party at St Cuthbert's, St Cuthbert's Feast Day Social, St Nicklaus Evening in December, Catholic Bradford Youth Choir -cancelled twice because of bad weather but will be coming, Flower Evening, Pancake Evening, Presbytery Supper, SCFM Primary School Parish/Parents Quiz.

#### **Safeguarding-Roxanna Drake**

The role of the Safeguarding Representative is to liaise between the parish and diocese to ensure that policies and mandatory requirements such as DBS applications are kept up to date. She is also the point of contact for anyone who wishes to talk about anything related to Safeguarding or disclosure issues. This may include any historical issues.

#### The role of the parish.

The parish Safeguarding strategy is supported by the Diocese of Leeds and focuses on preventative best practice to ensure a safe place for everyone in the parish, in particular children, young people and vulnerable adults.

#### Who does this apply to?

Leaders of Messy church; leaders of parish troops; leaders of St Cuthbert's players; leaders of Inn Churches; extraordinary ministers of Communion, members of children's liturgy; sacristans; members of the SVP; catechists; casual drivers; parish priest and Safeguarding representative.

### Disclosure and Barring Service check (DBS)

In order for members of the parish to volunteer and carry out a role or roles within the parish they are asked to go through the DBS process. This involves filling in some forms by hand, providing some evidence of who they are and 2 references in support of their application. An on line form from the Catholic Safeguarding Advisory Service (CSAS), once completed ensures that their application will be processed. The forms are handed in or sent through to the Safeguarding office in the Diocese and stored carefully in compliance with data protection.

### Numbers so far

There have been twenty five applications so far. Of these, nineteen within the parish have been given full DBS clearance.

**Q.** Why hadn't all the applications had not gone through?

**A.** Because the applications have not yet been completed.

Anybody who works with vulnerable adults and children has by law to undergo this check. No charge is made for volunteers.

### **U.C.M-Mary Gilmartin**

The parish has 4 private members but continue to call themselves the 'UCM'; 7 members are required to form a conference. It would be good to have more and younger new members; all would be most welcome. Fewer activities have been undertaken this year because of ill-health but £230 was raised for the Sylvia Wright Trust and £400 was given to the SVP last May. It is hoped to do something for the Diocese' Mission to Peru. Two charities particularly supported by the group are the Sylvia Wright Trust & the Leeds Diocesan Mission to Peru.

### **A.O.B**

1. Peter Sherlock expressed his thanks for the members of the choir who sing at the 10.30 am Mass on the First Sunday of the month. New members would be welcome. Practice takes place at 9.45am before the start of Mass.

Chordiality have generously donated money to the parish and at the last PPC meeting last April it was decided to buy new hymn books for St Cuthbert's Church. This is in hand and the books will be in the church shortly.

2. Next year there will be an item on the spiritual life of the parish as this has not been reported on in this meeting.

The meeting closed at 12.55pm with a thank you to those attending.